

**COUNTY OF SAN DIEGO
VOLUNTEER REPORT FORM
PERIOD: JULY 1, 2004 - JUNE 30, 2005**

COUNTY OF SAN DIEGO
BOARD OF SUPERVISORS

2005 JUL 22 PM 12:16

THOMAS J PASTUSZKA
CLERK OF THE BOARD
OF SUPERVISORS

1. DEPARTMENT/COURT INFORMATION:

Department/Court: REGISTRAR OF VOTERS A6190

Division/Unit: _____

2. VOLUNTEER PROGRAM BENEFITS:

- a. GENERAL VOLUNTEERS (this section should include community volunteer, student intern, groups, corporations, etc.)

No. Vol.	64	Hours	331	X	\$17.55	=	\$5,809.05
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Types of work performed by GENERAL VOLUNTEERS in this category:

Election night tally center activities involve various clerical/computer tasks,
unloading and deprocessing election supplies and vote processing.

- b. INSTITUTIONAL VOLUNTEERS (this section should include court referrals, honor camp inmates, PIC/RETC, GAIN, etc.)

No. Vol.	0	Hours	0	X	\$17.55	=	\$0.00
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Types of work performed by INSTITUTIONAL VOLUNTEERS in this category:

- c. SPECIALIZED VOLUNTEERS (this section should include utilization of Special Volunteers in positions requiring specific skills and/or expertise levels, for example, an attorney, physician, sports figure or celebrity). These specialized positions have verifiable compensation levels [VCL]. If you have such a volunteer, please indicate the position, hours and compensation level below.)

<u>Position</u>	<u>Hours</u>	X	<u>VCL</u>	=	<u>Dollar Benefit</u>
_____	_____		_____		\$0.00
_____	_____		_____		\$0.00

No. Vol.	0	Total Hours	0	Total Value	\$0.00
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Types of work performed by SPECIALIZED VOLUNTEERS in this category:

d. TOTALS OF DEPARTMENT VOLUNTEERS (from above):

<u>No. of Volunteers</u>	<u>Hours</u>	<u>Dollar Benefit</u>
<u>64</u>	<u>331</u>	<u>\$5,809</u>
<u>0</u>	<u>0</u>	<u>\$0</u>
<u>0</u>	<u>0</u>	<u>\$0</u>

TOTALS:	64	Total Hours	331	Total Value	\$5,809.05
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3. DONATIONS TO VOLUNTEER PROGRAM:

Please list all donations to the department's Volunteer Program including monetary donations and tangible/intangible items. Items such as computers, air time, transportation, books, etc. Please assign a fair market value to each and add to the total value of the donations section.

Item Donated	<u>Polls Sites (796)</u>	Value:	<u>\$47,970.00</u>
Item Donated	<u>Polls Officer Stipend (10)</u>	Value:	<u>\$690.00</u>
Item Donated	<u></u>	Value:	<u></u>

TOTAL VALUE =	\$48,660.00
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4. VOLUNTEER PROGRAM COSTS:

a.

Cost of direct supervision of Volunteers (total hours of direct supervision multiplied by the hourly rate of staff person[s] directly supervising program volunteers.)

Hours	15	X	Rate	\$17.61
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\$264.15

b. Cost of program coordination (total hours of program coordination multiplied the hourly rate of coordinator[s]). This section should include coordination of staff, compiling statistics, job description preparation, volunteer placement, recognition, etc.

Hours	98	X	Rate	\$18.10
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\$1,773.80

c. Other program costs (training materials/supplies, recognition costs, etc.):

Item : <u>Thank you gift - Twill Ball Cap</u>	Cost: <u>\$500.86</u>
Item : <u>Refreshments</u>	Cost: <u>\$509.39</u>
Item : <u>Lapel Pins</u>	Cost: <u>\$40.66</u>

TOTAL OF OTHER PROGRAM COSTS =

\$1,050.91

d. TOTAL OF PROGRAM COST (4a+4b+4c) =

\$3,088.86

5. NET BENEFIT TO DEPARTMENT FROM VOLUNTEER PROGRAM:

a Total Dollar Benefits of Volunteers, Item 2d	\$5,809.05
b. Total of Donations to Volunteer Program, Item 3	\$48,660.00
c. Subtract Total of program Costs, Item 4d	\$3,088.86

TOTAL PROGRAM BENEFIT:

\$51,380.19

6. RECRUITING:

Please describe your recruiting programs:

Recruitment postcards are mailed to past volunteers six weeks prior to a major election, with follow-up phone calls a week in advance of the event.

Advertisements are placed on CTN, County Intranet, and the Internet to identify volunteer needs.

7. SPECIAL VOLUNTEER PROGRAM ACTIVITIES/ACHIEVEMENTS:

Please describe any special activities and/or achievements your program was involved in during the period of this report:

High school seniors are recruited as part of the election night staff.

Typically, these students are from Government/Civics Classes and receive extra credit for this community involvement experience.

8. VOLUNTEER PROGRAM GOALS FOR FISCAL YEAR 2004-05:

Please describe your program goals. Include activities, number of volunteers, recruitment, training, recognition and other goals:

We will recruit nearly 50 election night volunteers for the July 26, 2005 City of San Diego Special Election and November 8, 2005 Statewide Special Election. Volunteers receive a "Thank you" gift and "Certificate of Appreciation" from the Registrar. The department also participates in the "Volunteer of the Year" and "Volunteer of the Month" Awards ceremonies.

9. GENERAL INFORMATION:

Name of person completing report: **Ronda Levin**

Phone: **858/694-3427** Mail Stop **034** E-Mail: Ronda.Levin@sdcounty.ca.gov

Volunteer Coordinator: **Ronda Levin**

Phone: **858/694-3427** Mail Stop **O34** E-Mail: Ronda.Levin@sdcounty.ca.gov

10. DEPARTMENT CERTIFICATION:

DEPARTMENT HEAD SIGNATURE

7/21/05

DATE _____